

HOW TO MANAGE STRESS IN A BUSY WORK LIFE



WHAT'S WITHIN YOUR CONTROL?

"Today, or someday?"

For many businesspeople, the day begins with a barrage of notifications the moment they wake up: their inbox is full, group messages are overflowing, meetings have clashed... Reports needing to be finished before the day is over, phone calls waiting, crises to be resolved... And a pace that leaves no time for breathing.

**So, in this chaos, do you let stress control you,
or do you manage it?**

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Mini Test: What is Your Stress Coping Skills?

How much do you recognize yourself in the following statements?

- ☐ I try to multitask throughout the day.
- ☐ I feel tired at the end of the day, but I can't remember exactly what I did.
- ☐ My mind is constantly thinking about something.
- ☐ "Let me just stop and breathe" feels like a luxury.
- ☐ I bring work-related matters home, even into my sleep.

If you answered "yes" to three or more questions, you should take stress signals seriously.
But don't worry, solutions are possible.

3 Keys to Coping with Stress

1. Identify Your Area of Control

It's impossible to meet every task on time. The question, "Is it within my control?" is the key to prioritizing.

Letting go of what's out of your control gives you space.

2. Allow Mental Breaks

Taking a 10-minute "break" during the day doesn't decrease your productivity; it increases it. A quiet cup of coffee, a short walk, taking your eyes off the screen—all of these help your brain reorganize.

3. Recognize and Express Your Emotions

To avoid "exploding," it's important to acknowledge your emotions, not suppress them. When you realize you're tense, even naming them can help you relax: "I'm tense right now because I feel like I can't keep up."

A Quick Exercise: "Stop - Breathe - Move On"

Give yourself a minute during your next moment of intense stress:

1. Stop. Everything can wait a minute.
2. Breathe. Inhale for 4 seconds, hold for 4 seconds, exhale for 4 seconds.
3. Continue. This time, with a little more awareness.

A Final Word:

It's impossible to eliminate stress completely, but you don't have to let it shape you. Being strong in business isn't about doing everything; it's about knowing when to stop.



Just take a moment today and ask yourself,
"What do I really need right now?"

Perhaps the answer is a fresh start.

IS INDECISION TIRED?

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THE ART OF MAKING THE RIGHT DECISION IN BUSINESS

“What if I make the wrong decision?”

This question echoes silently in the minds of many businesspeople. As the moments requiring swift action increase, the decision-making muscle must work harder... and become more fatigued.

But remember: Being indecisive is also a decision. And sometimes the most expensive one.



Mini Test: What is Your Decision-Making Habit?

How much of yourself do you recognize in the following sentences?

- ☐ I sometimes find myself unable to make a decision even after thinking about it for a long time.
- ☐ When I make a quick decision, I fear regretting it.
- ☐ I always wait for someone else in my team or circle to make the decision.
- ☐ The fear of making the wrong decision prevents me from taking action.

If there are 3 or more "Yes" answers, it may be time to strengthen your decision-making muscle.

3 Effective Decision-Making Strategies

1. Apply the 80/20 Rule

You don't need 100% information for 80% of your decisions. Sometimes "enough information" is the best. Perfection doesn't come from waiting; opportunities disappear.

2. Asking "What's the worst-case scenario?"

It sounds simple, but it's a great one. Think about the worst-case scenario, then decide if you can handle it. It's often a relief to say, "It wasn't that bad."

3. Keep a Decision Journal

Track your decisions and their results with short notes. This way, you can see which types of decisions move you forward and which ones you struggle with. This fosters self-awareness.

A Short Exercise: "3 Options, 1 Intention"

When you need to make a decision:

1. Write down three alternatives.
2. List the pros and cons for each.
3. Consider which option brings you closest to your goal.

Sometimes, a decision isn't the most rational one, but the one that feels right.

A Final Word:

Making a decision carries risk; but inaction is a greater risk. If you want to move forward in your career, choose the one that moves you forward, not the perfect one.



Today, which decision you've been putting on hold will you say "enough is enough" to and take action on?